



Common Council Meeting Minutes
Tuesday, December 20, 2022, at 6:30 p.m.
Chilton City Hall – Lower Level
42 School St., Chilton, WI 53014

Pursuant to Section 19.84(2) and (3) of the Wisconsin State Statutes, notice is hereby given to the public, to the Tri-County News, the official newspaper of Chilton, and to those news media who have filed a written request for this notice that a meeting of the above-referenced was held at the date, time and location listed above.

This meeting was conducted both in City Hall and via remote conferencing due to a State of Emergency and federal, state, and local guidance on gatherings. Members of the public may join meeting through a Zoom link or call +1 312 626 6799 US (Chicago), Meeting ID: 970 4854 9352, Password: 434719.

Notice is hereby given that much of the Common Council of the City of Chilton, or a standing committee of that body were present at this meeting to gather information about the subject matter which they have decision making responsibility.

The above governmental body met to discuss and possibly act on the following agenda items as set forth below:

The regular meeting of the Chilton Common Council held at the Chilton City Hall was called to order at 6:30 p.m. by Mayor Tom Reinl.

ROLL CALL:

Council members Joe Schoenborn, Jon Kragh, Ron Gruett, Robbie Seipel, Rick Jaeckels, and Kathy Schmitzer were present at roll call. Peggy Loose was absent and excused. Other city officials present were Mayor Tom Reinl, City Administrator David DeTroye, Chief of Police Craig Plehn, DPW Chris Marx, and Attorney Derek McDermott.

Also in attendance was Rachael Siehs, Betty Schilling, Greg Kubichka, Mick Thiel, and Eric Meyers. Those in attendance recited the Pledge of Allegiance.

AGENDA: Motion by Schmitzer, seconded by Jaeckels and carried by unanimous voice vote to approve the Common Council Agenda for December 20, 2022, as presented.

REPORT OF OFFICERS:

MAYOR – Tom Reinl –

- Mayor Reinl made mention of a \$13,000 donation from National Exchange Bank & Trust Foundation on behalf of the Kolbe family to be used for the park renovation project at Nennig Park.
- Mayor Reinl read a letter from fire fighter Dan Willming asking permission to use the fire house facility for a wedding. Per the city personnel manual, use of public facilities for personal use is not allowed.
- Mayor Reinl discussed transparency and that he was copied in on emails sent to the City Administrator asking for more information to be given on meeting agendas. In the future, the City Administrator is to include all meeting packets in the announcements that are sent online or through the social channels.
- The January 3rd 2023, council meeting will be cancelled unless something was to arise.
- City Administrator DeTroye will be out the rest of this week for a medical procedure. Please keep him in your thoughts.

CITY ADMINISTRATOR - David DeTroye –

- Construction dates for the Fire Department Building are expected to be mid-March through Labor Day 2023.

- All service clubs and organizations that utilize the city hall and community room have been notified of the construction schedule and have been asked to make arrangements for alternate facilities starting March 1, 2023.
- City Hall/Police/Council Chamber renovations and planning is set to begin next week with a planning session with McMahon Engineering. The preliminary review of the facility has been completed and a timeline and improvements are to be discussed.
- Hofkens Incorporated will be issued an invoice from the city dated 1/1/23 for \$6000 as a penalty for completing only 2 of the required 8 homes of the development agreement with the city in Dairyland Estates.
- Kolbe family received a generous matching funds donation for up to \$100,000.00 for the period of December 15 – March 15, 2023. They have created an advertising campaign that is being marketed on the city social media channels as well as the city web page.
 - WBAY TV 2 will be interviewing the family on January 11th and will have them as a Small-town Feature scheduled for January 19th.
- I will be off the rest of this week (21st, 22nd) for a medical procedure.
- City Hall is closed on Friday December 23rd, and Monday December 26th for the Christmas holiday, as well as Friday December 30th and Monday January 2, 2023, for the New Year's Holiday.

DIRECTOR OF PUBLIC WORKS – Chris Marx –

- Wellhouse #7 electrical service upgrade
 - Meter base continues to be on backorder
 - WPS will schedule installation when the correct parts and equipment can be delivered
- Chillington Meadows road base installation is complete, and first house construction is underway
 - Stormwater Pond construction continues
 - Asphalt and curb/gutter scheduled for 2023
- South Madison St utility reconstruction is nearly complete
 - Street closure has ended
 - Pavement patching, restoration, and final utility work to be completed in Spring
- Irish Road Lift Station Pump Replacement
 - Replacement pumps were ordered 6/22
 - Pumps were installed and started on 12/19

CHIEF OF POLICE – Craig Plehn –

- Enforcement of the winter parking rules is generally lifted during the holiday season. Chief Plehn made a reminder that if a snow event calls for plowing, cars need to be moved.

Minutes: Motion by Gruett, seconded by Jaeckels and carried by unanimous voice vote to approve the minutes of the council meeting held on December 6, 2022.

Operator Licenses – Motion by Schoenborn, seconded by Seipel and carried by unanimous voice vote to approve an operator permits for Meranda Ruh and Michael Kolinski as approved by the police department.

Payment of Bills: Motion by Jaeckels, seconded by Gruett to pay all bills.

Roll Call Vote: Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. Schmitzer abstained. 5 – 0 motion carried.

Audience Participation: Citizen Greg Kubichka asked about the location of elections during city hall construction. Administrator DeTroye informed Kubichka and the council that many options exist to facilitate the election including the current facility, the fire hall, the public library and even the school district if needed.

Committee Report: Planning Commission –

1. Conditional Use Permit – Jiggers Auto Repair LLC – 430 North Madison Street – Propane Fill Station – Mayor Reinl discussed the actions of the planning commission that went on to recommend council approve the conditional use permit for the propane fill station. A map of the proposed filling station was given to council and discussed. Council member Schoenborn discussed that safety was the primary discussion piece at planning commission, but because the proposed facility carries a 25-foot road setback, it was recommended for approval. Council member Gruett asked if this was the only filling station in Chilton. It was clarified that the Tractor Supply facility does also have a permit for propane.

Council members Jaeckels and Kragh asked about preventative measures. It was determined that temporary concrete bunkers will be used until permanent bollards can be installed in spring. Jaeckels also asked if the conditional use stays with the property, which it does, but must be amended if the location of the filling station would be changed. Motion by Gruett, seconded by Schoenborn to approve the conditional use permit for Jiggers Auto Repair LLC located at 430 North Madison Street for the installation of a propane filling station. Further discussion had council member Kragh exclaiming this is the worst position on the property for the filling station, and council member Jaeckels would like it moved to a different location on the property. Roll call vote, Schmitzer, Gruett, Schoenborn, and Seipel cast votes in favor. Kragh and Jaeckels cast votes opposed. 4 -2 motion carries.

New Business:

1. McMahon & Associates – Agreement For professional Services – County Road Y Utility Reconstruction (E. Main Street/Center Street) – DPW Marx gave a project description of the proposed utility reconstruction of County Road Y and made reference to a suggested timeline that completes utility work in 2023 and road reconstruction in 2024. In discussion with city engineer Ron Wolf, it was determined that the best option for the city to receive favorable pricing on bids would be to split the project or give the option to split the project into two separate construction years. The lack of available sub-contractors has affected bidding significantly. Marx went on to explain a project of this magnitude would require lots of resources to complete in a single construction season, and likely would cause bid prices to be higher than originally estimated. Marx discussed the timeline with the county officials, and they are currently in agreement with the proposed scheduling. Council member Gruett asked how the street would be affected in the winter months. Marx explained that a temporary asphalt patch could be applied to the main street project for the winter after utility work is complete, but the cost of that is estimated to be more than \$100,000. Alternative options to a temporary patch will be investigated during the design phase. Marx also explained that an on-site construction representative from McMahon would cost the city an estimated additional \$32,000. Marx informed the council that City staff would explore options during the design phase to eliminate the extra cost. Motion by Schmitzer, seconded by Seipel to approve the Agreement for Professional Services with McMahon Engineers for the price of \$110,500 for the County Road Y Utility Reconstruction Project. Roll call vote: Schmitzer, Schoenborn, Gruett, Jaeckels, Seipel, and Kragh all cast votes in favor. 6 – 0 motion carries.
2. McMahon & Associates – Agreement For professional Services – County Road Y (E. Main Street/Center Street) – Roadway Reconstruction – DPW Marx described the roadway project that is projected to be let in fall or winter of 2023 and roadway construction in 2024. Marx described the changes to the opinion of probable costs that added additional funds for the railroad crossing as well as additional excavation in the event the existing road base is insufficient for the newly designed roadway. Some discussion ensued about the railroad repairs on Irish Road. Motion by Gruett, seconded by Jaeckels to approve the Agreement for Professional Services with McMahon Engineers for the price of \$250,750 for the County Road Y Roadway Reconstruction Project. Roll call vote: Schmitzer, Schoenborn, Gruett, Jaeckels, Seipel, and Kragh all cast votes in favor. 6 – 0 motion carries. Funds for the project, including costs for engineering are to be shared with Calumet County per the Cost Share Agreement previously signed by both parties.
3. 2023 City of Chilton Snowmobile Map – DPW Marx and Mayor Reinl discussed the minor changes to the map in the area of the newly annexed lands in TID 6 near the SC Swiderski housing project. Motion by Schmitzer, seconded by Schoenborn and carried by unanimous voice vote to approve the 2023 City of Chilton Snowmobile map as presented.
4. Revised Land Use Agreements – Spring Application – WWTP – DPW Marx described the current biosolid application process and the prices that are paid to landowners for approved acreage as well as spring and fall applications. The city currently contracts 674.6 acres of land for biosolid application. Marx is proposing to revise the current contracts and add a new contract for Richard Bangart. The new contracts would increase the spring application rate from \$10 per acre to \$20 per acre. The city would

realize approximately \$700 more in charges per year for this increase to the spring application rate. Tasch custom Services currently does the applications for the city. Marx went onto explain that the increase in the spring application rate will help keep the city competitive with their contracts for the needed acreage to dispose of the biosolids. In all, the city will retain four landowners for biosolid disposal, and is currently working on a contract for an additional landowner for future application. Motion by Jaeckels, seconded by Schoenborn, and carried by unanimous voice vote to approve the revisions to the current land use agreements to reflect an increase in spring application rates from \$10 per acre to \$20 per acre for the disposal of biosolids from the wastewater treatment plant. Current agreement holders are Roger Kolbe, Robert Kolbe, William Bangart, and Todd Meyer. Approval was also given for new contract with Richard Bangart.

5. Resolution # 1899 – Amending Resolution # 1894 – Amendment of Resolution #1894 to reflect an additional \$1 per hour increase in the pay rate for the Sewer, Water, and Street Department Leadman. The approved rate is to be changed from \$31.03 per hour to \$32.03 per hour. Mayor Reinl explained to the council that he suggested two years ago that the leadman are to be given additional raises in 2022 as well as 2023 to create a gap in pay between the leadman and the laborers. Motion by Schmitzer, seconded by Seipel to approve Resolution #1899, amending Resolution #1894, and approving a \$1 pay increase for Water, Sewer, and Street department leadman. Roll call vote: Schmitzer, Schoenborn, Gruett, Jaeckels, Seipel, and Kragh all cast votes in favor. 6 – 0 motion carries.
6. Preliminary Design Components – City Hall – DPW Marx, Administrator DeTroye, and Mayor Reinl discussed with the council and gave reasons as to why the renovations to the current city hall facility may be best suited to include council chambers on the main level rather than the basement. Discussion ensued about future use of the facility and where current civic groups could conduct their business or hold functions. For design consideration, and cost savings of not having to renovate any portion of the lower level of city hall, it was determined that the main level of city hall should be designed in a manner to accommodate the council chambers and facilitate the local elections. Motion by Jaeckels, seconded by Kragh and carried by unanimous voice vote to approve preliminary design components for city hall that include moving council chambers from the lower level to the main level.

Communication:

1. Library Board meeting agenda and minutes were distributed.

Adjournment: Motion by Schmitzer seconded by Jaeckels to adjourn at 7:43 pm.
Unanimous voice vote and carried to approve.

Meeting Minutes Prepared by:
David DeTroye
City Administrator/Clerk/Treasurer